

**HOPE VALLEY/WYOMING FIRE DISTRICT  
996 MAIN STREET  
HOPE VALLEY, RI 02832**

**MONTHLY BOARD MEETING  
MARCH 10, 2016  
7:00 P.M.**

**Those present:** Board Members: Chairperson, Pasquale DeBernardo, Georgia Ure; Paul Schaarschmidt, John Weeden; Chief, Justin Lee; District Clerk, Julie Kelley.

**Those not present:** Board Members: Vice-Chairperson, Elwood Johnson; Treasurer, Deborah Nicotra; Tax Collector, Sue Bok

**1. CALL TO ORDER**

The meeting commenced and was called to order by Chairperson, Pasquale DeBernardo at 7:00 p.m. with a salute to the flag and a moment of silence.

**2. APPROVAL OF MINUTES OF PREVIOUS MEETINGS**

The Open Session minutes of the February 11<sup>th</sup> Monthly Board Meeting were presented. Ms. Ure motioned to accept the minutes as presented and Mr. Schaarschmidt seconded the motion. With no further discussion, all in favor, all aye, motion passed unanimously (4-0).

Mr. DeBernardo-yes; Ms. Ure-yes; Mr. Schmarschmidt-yes; Mr. Weeden-yes

**3. TAX COLLECTOR'S REPORT – COLLECTED AND OUTSTANDING TAXES**

The Tax Collector's report was presented for February 2016 reflecting all collected and outstanding taxes. As reflected on the report \$710,450.56 has been paid. Still to be collected is \$60,095.22. As reflected on the Treasurer's report approximately \$54,000.00 is still owed or 7% yet to be collected. Ms. Ure motioned to accept the Tax Collector's report and Mr. Schaarschmidt seconded the motion. With no further discussion, all in favor, all aye, motion passed unanimously (4-0).

Mr. DeBernardo-yes; Ms. Ure-yes; Mr. Schmarschmidt-yes; Mr. Weeden-yes

**4. TREASURER'S REPORT – MONTHLY BILLS & EXPENDITURES**

The Treasurer's Report was presented for February 2016. The board reviewed the reports.

Chairperson Mr. DeBernardo indicated that in the future he would like to see the +/- in the Reserve Account because people have been asking about it. The Treasurer has not been printing this report because it is not printing properly.

Two (2) checks have been received from Verizon in the amount of \$7,500.00 that is not reflected on the report. We should be receiving \$1,250.00 per month from Verizon listed under Acct. # 1950 – Verizon Tower. The early pull of the permit allowed us to get the funds. We should be seeing \$11,000.00 in Income from Verizon Tower this year and \$15,000.00 next year.

Both the Truck Maintenance and New Equipment are both over on budget but should be just about caught up. We still will need a heater unit in the taker at approximately \$3,000.00 - \$5,000.00 for this year.

Fuel prices have been down; overall in the budget we are okay.

New Equipment includes things like tire parts that still is Truck Maintenance.

New Replacement Equipment – Fire Department Equipment, axes, nozzles etc.

Electricity will be close as there was a 14% increase, usage is down but rates went up.

Phone lines may be over Verizon raised rates.

Mechanic/Substitute Driver - Acct. # 5107 is up as David was out with surgery, taking 10 days then upaid after that.

Ms. Ure motioned to accept the February Treasurer's Report as presented and Mr. Weeden seconded the motion. Discussion: Chairperson Mr. DeBernardo would like to see extra pages copied of Page 1 & 2 of the Treasurer's

Report, "Actual vs. Budget" (latest monthly report) printed and put in the box outside of the Chief's office so that members or the public can view at any time. With no further discussion, all in favor, all aye, motion passed unanimously (4-0).

Mr. DeBernardo-yes; Ms. Ure-yes; Mr. Schmarschmidt-yes; Mr. Weeden-yes

#### **5. CHIEF'S REPORT – EQUIPMENT, BUILDING, SEMINARS**

Chief Justin W. Lee's monthly report was presented for February 2016.

##### **Personnel**

Chief Lee commented that he received a letter of resignation from Lieutenant Tretton. The district will be appointing Dave Aherns. At the next monthly board meeting the board will meet in Executive Session to review the retirement planning.

##### **Budget**

Chief Lee has been working on the budget and should be providing something for next month. Everything is set with the exception of Blue Cross Blue Shield, as the figures will not be secured until May.

##### **Vehicle Maintenance**

The Board of Engineers is discussing selling the golf cart.

The district is looking into selling older SCBA and radios to a company that will buy and remanufacture them.

##### **Incidents**

There was a Woodmansee Incident on January 27<sup>th</sup> regarding a propane incident. The district responded and found approximately 25 cylinders ready to be scrapped, each had their valves cut off. It was found to have approximately ten (10) cylinders to still have levels of propane in them, which were leaking gasses into the area. A meeting is to be scheduled with Woodmansee and the Fire Marshall to review their current safety policy.

##### **Recruitment**

The Board of Engineers is working on Recruitment and Retention. We are considering going to the YMCA to incorporate looking for new members.

We will be sending several members to a two (2) day recruitment at Foxwoods and in charge of this are Captain Hawkins and Captain Deniger.

The average time to retain an officer is about four (4) years.

##### **Incidents**

With the recent storm we were very busy. February 28<sup>th</sup> there was a motor vehicle and a hydrant was snapped, insurance was billed on this.

##### **Meetings**

The Chief will be attending an educational Seminar in Boston and also attending will be Captain John Vuono.

##### **Dawson Group**

Everything is currently in the works. There will be a small amount in the budget for next year.

##### **Maintenance/Park**

Three (3) bids were received for push mowers, we will be reviewing a few more for further review.

##### **Verizon Tower**

Verizon Wireless has not sent us a check, it may be submitted via EFT. The commencement date on the tower looks to be in the April/May timeframe.

##### **Retirement**

Chief Lee wrote letters for our attorney, Mr. Richard Panciera to review. We will review these issues in Executive session at the next Monthly board meeting.

##### **General**

The board wished Chief Lee good luck in reference to his Fire Marshall exam.

Osterman Facility needs further review as to when they were last inspected to make sure they are up to date, and possibly put a priority list of things that could be potentially dangerous. Chief Lee informed the board that there would be different approaches to the way we were doing things and has discussed these approaches with Mr. Ray Bader.

Ms. Ure motioned to accept the Chief's report for February 2016 and Mr. Weeden seconded the motion. With no further discussion, all in favor, all aye, motioned passed unanimously (4-0).

Mr. DeBernardo-yes; Ms. Ure-yes; Mr. Schmarschmidt-yes; Mr. Weeden-yes

## **6. CORRESPONDENCE – INCOMING & OUTGOING**

### **Incoming:**

1. Letter addressed to all Public Safety Partners regarding the President's Budget request for FY 2017, regarding State Homeland Security Grant Program, the Urban Area Security Initiative, and the Pre-Disaster Mitigation Program.
2. Letter addressed to Mr. Justin W. Lee, Chief, Hope Valley/Wyoming Fire District, from Mr. Peter Alviti, Jr., Director of RI Department of Transportation, regarding safety concerns regarding Barrier Placements.

### **Outgoing:**

1. Letter addressed to Mr. John Fitzsimmons, Manager, Osterman Propane, from Mr. Justin W. Lee, Chief, Hope Valley/Wyoming Fire District regarding the propane incident on Osterman's facility.
2. Invoice addressed to Osterman Propane, from the Hope Valley/Wyoming Fire District, regarding response fee for Special Hazards per the RIAFC Response Fee Schedule.
3. Rhode Island Association of Fire Chiefs, Inc., Emergency Response Fee Schedule.

## **7. REPORTS OF COMMITTEES**

### **New Ladder Truck**

Smeal and E1 will be at the District for viewing on March 18<sup>th</sup>. E1 was recently viewed in Westerly. The district is in process of looking at trucks in order to start drawing up the specs. Chairperson DeBernardo asked if a truck was scheduled for viewing, if the board members could be notified via email.

### **Charter Committee**

Mr. William Day informed the board that he has gone through the charter and would like to bring it before voters for the next financial meeting. He has a few issues he would like to discuss. We need to make recommendations, have a draft, and then have it reviewed by a lawyer. The board recommended meeting every third Thursday with the first meeting to be held on March 17<sup>th</sup> at 6:00 p.m. Chief Lee will touch base with Mr. Panciera in regards to putting order to the previous amendments within the charter.

## **8. APPOINTMENT OF COMMITTEES**

No appointment of committees this evening.

## **9. OLD BUSINESS**

No old business before the board this evening.

## **10. NEW BUSINESS**

Lawn Mowers are to be purchased for in-house mowing. The Chief received three quotes: Barrett's Power Connection, Home Depot, and Rhode Island Harvesting. The quotes included push style and tractor mowers with baggers.

Deputy Chief Brian Champlin recommended the brand name Husqvarna. He recommended not going to Home Depot or Lowes, as the parts are not the same. Chairperson Mr. DeBernardo would like to see three (3) additional bids from Howard Johnsons, Allen Seed Store, and Pat's Power. It was also discussed that we might want to look into a backpack blower as well to assist in the clean up. It was discussed that they would like to see Station 2 be more of a family area and possibly be used for picnics.

## **11. PUBLIC FORUM**

No public forum this evening.

## **12. OTHER BUSINESS**

No other business before the board this evening.

**13. EXECUTIVE SESSION UNDER RI GENERAL LAWS §42-46-5 (a)(1)-(10)**

No Executive Session this evening.

**14. ADJOURN**

A motion was made to adjourn at 7:50 p.m. by Mr. Schaarschmidt and seconded by Ms. Ure. With no further discussion, all in favor, all aye, motion passed unanimously (5-0).

Mr. DeBernardo-yes; Ms. Ure-yes; Mr. Schmarschmidt-yes; Mr. Weeden-yes

Respectfully submitted,

Julie Kelley  
District Clerk